

**AGENDA**  
**POLICE AND FIRE COMMISSION**  
**Superior, WI 54880**

Police & Fire Commissioners: Shawnu Ksicinski, Ephraim Nikoi, Howard Hendrickson,  
Arthur Gil de Lamadrid, ChaQuana McEntyre

Council Representative: Brent Fennessey

The Board of the Police and Fire Commission for the City of Superior will meet in regular session on **Wednesday, February 10, 2021 at 6:00 p.m.** This will be a virtual only meeting. Access the meeting online by entering the following information:

[Join with Google Meet](#)

meet.google.com/kqf-oiur-orw



[Join by phone](#)

(US) +1 617-675-4444 PIN: 750 912 740 9945#

The following has been scheduled for discussion/action:

1. Call to order
2. Roll call
3. Recognition of notice to public
4. Approval of minutes: January 13, 2021
5. Police & Fire department updates
6. Letter from Chief Gordon; completion of probationary period, Melcher
7. Update Firefighter certified hire list
8. Update on Police Officer testing process
9. Review Police Officer interview questions

The review of Police Officer interview questions will be adjourned into closed session under Wisconsin Statute 19.85(1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Adjournment

-Donna Swanson, Recording Secretary

In compliance with Wisconsin Open Meetings Law, this agenda was:

Posted: Government Center, Douglas County Courthouse, Superior Public Library

Notified by email: Superior Telegram, Duluth News Tribune

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The City of Superior complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715)395-7200 by 4:30 p.m. on the day prior to the scheduled meeting. We will attempt to accommodate any request depending on the amount of notice we receive.

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c: Mayor Paine  
City Clerk  
Scott Gordon, Fire Chief  
Nick Alexander, Police Chief  
Rich Burghaus WPPA Representative  
Cammi Koneczny, Human Resources Director  
Frog Prell, City Attorney  
Russ Milroy, WPPA, Local #27  
Suzanne Olson, IAFF Local #74

**MINUTES  
POLICE AND FIRE COMMISSION  
Superior, Wisconsin**

1. The regular meeting of the Board of the Police and Fire Commission for the City of Superior was called to order Wednesday, January 13, 2021 at 6:00p.m. Participants joined the meeting via Google Meet.

2. ROLL CALL

Commissioners present: Howard Hendrickson, Ephraim Nikoi, Arthur Gil de Lamadrid, ChaQuana McEntyre

Also present: Chief Alexander, Chief Gordon, HR Director Koneczny, Shelley Nelson, Telegram

There being a quorum present, the meeting was in order.

3. RECOGNITION OF NOTICE TO THE PUBLIC

The recording secretary mailed and/or delivered agendas and agenda packets to persons or organizations listed, and the meeting was legally noticed in accordance with Wisconsin State Statutes open meeting law.

4. Approval of minutes: December 9, 2020

*Motion by Commissioner Hendrickson, seconded by Commissioner Gil de Lamadrid and carried to approve the minutes from the December 9, 2020 meeting.*

5. Police & Fire department updates

Chief Alexander said as usual we have been busy the past few months. Calls for service were up from 2019, which was surprising considering COVID 19 closed some businesses and people were staying at home more. New Year's Eve went smoothly, calls were up during the primary bar hours, but nothing with any significance violence. Chief Alexander said we have been doing some extra patrols around Centerfolds and Lady Vi's, because we have had some increased violence near these establishments. The club ownership and management have been receptive and are open to our suggestions to help keep the area safer. Hiring for 2021: This week Bethany Kemi resigned. She didn't feel that she had a passion for police work, so she voluntarily resigned. Officer Brad Esler retired this month as well, and there are possibly three others planning to retire this year. So we are in need of this new hiring process to move along as quickly as possible. Chief Alexander also mentioned the presidential inauguration next week. He said he has been in contact with the FBI and an analyst from Duluth PD, and so far no one expects there to be demonstrations in our area.

Chief Gordon said department members received the first COVID vaccinations last week. Chief Gordon was pleased that all but three of the firefighters elected to receive the vaccine. Chief Gordon also said he was happy to report that there were no significant side effects from the vaccine. The second doses are scheduled for February 1<sup>st</sup> & 3<sup>rd</sup>. Chief Gordon said that Austin Elliot is back on duty after being on light duty. He's doing great and should finish his probation in April. Hiring: Four new firefighters are ready to go. Those four individuals were able to get their COVID vaccinations also. They'll do a 40 hour academy and begin on shift the first week in February. The crews have now started their 48/96 shifts. Everyone has two days on and four days off. A learning process, but so far so good. Chief Gordon said scheduling meetings and training will be a bigger challenge with this schedule. It is a six month trial period, and if all goes well, it can be the permanent schedule beginning next year with the new contract. Chief Gordon said he believes so far the response has been very positive and it will be a positive recruitment tool. Last year closed out with 4044 runs last year. More than the

department has ever had before, and 14 out of the last 15 years we've set a record in run volume. Currently we are focusing on our new firefighters and training in the coming months.

*No Action*

6. Letter from Chief Gordon; Completion of probationary period, Zimmerman

*Motion by Commissioner Gil de Lamadrid, seconded by Commissioner McEntyre and carried to approve the completion of probationary period, Zimmerman.*

7. Letter from Chief Gordon; Completion of probationary period, Lorenz

*Motion by Commissioner Hendrickson, seconded by Commissioner Gil de Lamadrid and carried to approve the completion of probationary period, Lorenz.*

8. Letter from Chief Gordon; Completion of probationary period, Baker

*Motion by Commissioner McEntyre, seconded by Commissioner Hendrickson and carried to approve the completion of probationary period, Baker.*

9. Letter from Chief Gordon; Extension of probationary period; Melcher

*Motion by Commissioner Gil de Lamadrid, seconded by Commissioner McEntyre and carried to approve the extension of probationary period, Melcher.*

*Motion by Commissioner Gil de Lamadrid seconded by Commissioner McEntyre to withdraw the previous motion. Motion carried.*

10. Discuss and approve changes to Article VI – Examination Rules and Certified Hiring Lists, to add language to allow for Lateral Transfer Applicants

*Motion by Commissioner Hendrickson, seconded by Commissioner McEntyre and carried to approve the changes to Article VI.*

11. Discuss and approve changes to Article VII – Disciplinary Procedures, to add clarifying language to Formal Discipline and Informal Complaint processes

*Motion by Commissioner Hendrickson, seconded by Commissioner Gil de Lamadrid and carried to approve the changes to Article VII.*

12. Update on Police Officer hiring process

*No action*

*Motion by Commissioner Gil de Lamadrid, seconded by Commissioner Hendrickson and carried to adjourn at 6:55 p.m.*

*Submitted by: Donna Swanson  
Recording Secretary*



Living up to our name.

## *Superior Fire Department*

*Scott Gordon, Fire Chief  
Superior Fire Department  
3326 Tower Avenue  
Superior, WI 54880*

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[FireDept4@ci.superior.wi.us](mailto:FireDept4@ci.superior.wi.us)  
[www.ci.superior.wi.us](http://www.ci.superior.wi.us)*

January 13, 2021

TO: Police & Fire Commission Members  
FROM: Scott Gordon, Fire Chief  
REF: Probationary Period

For your information and records, MPO John Melcher successfully completed his one year probationary period effective January 13, 2021.

I recommend that he be appointed to his respective position, contingent on him passing the certified driver operator exam.

Thank you,

Scott Gordon  
Fire Chief

c: Human Resources  
MPO John Melcher



# SUPERIOR

W I S C O N S I N

Living up to our name.

Human Resources Department  
Cammi Koneczny, Human Resources Director  
Debbie Bergstrom, Human Resources Specialist

Phone: (715) 395-7210  
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Website: [www.ci.superior.wi.us](http://www.ci.superior.wi.us)

February 2, 2021

**PFC Agenda: February 10, 2021**

TO: Superior Police & Fire Commissioners  
FROM: Cammi Koneczny, Human Resources Director  
RE: Certified Hiring List - Superior Fire Department

*Cammi*

Trevor Clark, Devin Dietz, Todd Meisner and Anthony Orlandi were offered and accepted employment with the Superior Fire Department and started on January 25, 2021. This brought the certified hire list down to four candidates.

Due to a tie score, Ryan Letness and Aaron Marshall will be elevated to the certified hiring list, bringing the list to six names.

There are zero additional candidates remaining on the hiring list.

I am asking for your approval of the new certified hire list. This hiring list can be utilized until October 28, 2022, or until depleted or a new hiring list is approved.

Please contact me if you have any questions about this information, thank you.

cc: Scott Gordon, Fire Chief  
City Clerk

POLICE AND FIRE COMMISSION  
SUPERIOR, WISCONSIN 54880

Shawnu Ksicinski, President  
Howard Hendrickson, Vice President  
Arthur GildeLamadrid, Press Spokesperson

Ephraim Nikoi, Secretary  
ChaQuana McEntyre, Commissioner

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February 10, 2021

TO: Scott Gordon, Fire Chief  
Jim Paine, Mayor  
Cammi Koneczny, Human Resources Director  
City Clerk

The Board of the Police and Fire Commission have tested and recommends the following named candidates for employment within the Superior Fire Department should vacancies occur. You may hire in the order most advantageous to the City of Superior. They are listed *alphabetically*.

Joseph Jensen  
Ryan Letness  
Aaron Marshall  
Raymond Skoglund  
Justin Stutsman  
Ja'lon Sventek

This hiring list supersedes all previous hiring lists.

/s/ Shawnu Ksicinski

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Shawnu Ksicinski, President

/s/ Howard Hendrickson

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Howard Hendrickson, Vice President

/s/ Arthur GildeLamadrid

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Arthur GildeLamadrid, Press Spokesperson

/s/ Ephraim Nikoi

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Ephraim Nikoi, Secretary

/s/ ChaQuana McEntyre

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ChaQuana McEntyre, Commissioner